

PLANNING DIRECTOR POSITION NOTICE

Full Time - Non-union position. Works under the administrative direction of the First Selectman. Hiring range \$90,000 - \$95,000 w/benefits. Bachelor's degree in Urban, Regional or Community Planning, Public Administration or a related field with concentrated course work in land use planning is required. Master's Degree preferred. A minimum of 8 (eight) years professional experience in land use and/or planning management including a minimum of 3 (three) years of supervisory experience required.

Directs, actively manages, and leads the Planning, Land Use, and Community Development staff. This position drives the development of long range planning needs including the Town's Plan of Development and the review of development related applications. Role requires independent judgment, initiative, maturity, and excellent communication skills. Additionally, flexibility and confidentiality are required in response to the evolving policies and priorities facing the Town.

Administers, reviews, and makes recommendations on commercial, recreational, office, industrial, and residential developmental proposals. Provides technical consultation, guidance, and staff support to various Town planning and land use commissions and agencies; ensures the coordination of planning and zoning review with the actions of other Town departments. Cultivates and maintains effective working relationships with public officials, residents, and other jurisdictions and agencies (including regional, state and federal). Prepares and administers department budget.

Required to lead, supervise, delegate, and share responsibilities in an environment with changing priorities. Considerable knowledge of Local, State, and Federal Land Use Regulations including a working knowledge and understanding of current information technologies. Thorough knowledge of the principles and procedures involved in municipal/community planning including the use of research techniques such as problem definition, data collection and analysis, needs assessment, and resource development. Ability to research, author, and submit grant applications consistent with the Town's planning and development programs while managing grant administration.

Certification as a Planner by the American Institute of Certified Planners (AICP) is required. Must possess and retain a valid Motor Vehicle Operator's License. Background and credit checks will be preformed. **The Town of Stonington conducts a urinalysis drug test as part of the application. The urinalysis drug test will be performed using a reliable methodology. The results of any such test shall be confidential and shall not be disclosed by the employer or its employees to any person other than any such employee to whom such disclosure is necessary; the results shall be maintained along with other employee medical records.**

Resumes are now being accepted in the Administrative Services Department, Stonington Town Hall, 152 Elm Street, Stonington, CT 06378 and must be received by 3:30 pm on TUESDAY, JUNE 30, 2015. **E-MAIL OR FAX RESUMES WILL NOT BE ACCEPTED.** The Town of Stonington is an EOE.